

PALM SPRINGS CEMETERY DISTRICT

**AGENDA
VIDEO CONFERENCE
REGULAR MEETING
OF THE
BOARD OF TRUSTEES**

Thursday, July 8, 2021 at 2:00 P.M.

31-705 Da Vall Drive, Cathedral City, California

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact District Manager Kathleen Jurasky by telephone at (760) 328-3316 forty-eight hours prior to the meeting. Such timely notification will enable the District to make reasonable arrangements to ensure accessibility to this meeting. [CFR 35.102-35.104, ADA title 11].

**YOU MAY JOIN ZOOM MEETING AND COMMENT <https://us02web.zoom.us/j/2464673948>
CALL IN: 669-900-6833 MEETING ID: 246 467 3948**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

At this time, pursuant to the Brown Act, any person may comment on matters of general interest within the subject matter jurisdiction of the Board of Trustees, NOT listed on the agenda. Pursuant to the Brown Act, the Board of Trustees will not take action on or discuss matters raised during Public Comment portion of the agenda that are not listed on the agenda.

Comments shall be limited to three (3) minutes per speaker. Speakers may not yield their time to others without the consent of the Presiding Officer. All comments shall be directed to the Board of Trustees and shall be devoid of any personal attacks unrelated to District business. Members of the public are expected to maintain a professional, courteous decorum during public comments.

4. CONFIRMATION OF AGENDA

During this part of the meeting, the Board of Trustees may announce any items being pulled from the agenda or continued to another date.

Items not appearing on the agenda may be added to the agenda as "Urgency Items" provided two-thirds of the Trustees present determine there is a need to take immediate action on the item and the need to take immediate action came to the attention of the Board of Trustees after the posting of the agenda.

5. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine in nature and will be enacted by one roll call vote. There will be no separate discussion of these items unless a Trustee or member of the public requests that a specific item be removed from the Consent Calendar for separate discussion and/or action.

a. Approval of June 10, 2021 Teleconference Regular Meeting Minutes

b. Approval of June Expenditures

General Fund		\$ 83,250.77
Jun Reimburse Voucher 1710	\$ 36,334.39	
Jun Reimburse Voucher 1711	\$ 46,916.38	
Accumulative Capital Outlay		\$.00
Pet Memorial Park Cemetery		\$.00
Total June 30, 2021 Expenditures Checks & Visa/Debit Card 23608-23660 & Direct Deposits (Payroll)		\$ 83,250.77

c. Financial Reports as of June 30, 2021 (F-1 thru F-5A)

6. ADMINISTRATIVE CALENDAR

- a. District Investments General Overview & Update – Neal Wilson, Wealth Consulting Group
- b. CSDA Annual Conference and Exhibitors Showcase August 30-September 2, 2021 in Monterey, CA
- c. CAPC Annual Education Seminar and Area Meeting October 8-9, 2021 in San Luis Obispo, CA
- d. East 40 Acres Lease Agreement – Update
- e. Discussion and Approval to Cancel August 2021 Board Meeting

7. LEGISLATIVE CALENDAR – None

8. TRUSTEE AND ATTORNEY SIGNATURES

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEES

12. REPORTS

- a. Trustees
- b. District Manager

13. FUTURE AGENDA ITEMS

- a. Discussion in 2021/2022 – Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums
- b. Postcard Survey Mailing to the Community to Determine Pre-Planning Needs
- c. Marketing/Advertising
- d. Lease Agreement Property Taxes January 2022

14. CLOSED SESSION - READING OF THE SAFE HARBOR LANGUAGE

- a. Conference with Real Property Negotiators
Property: Assessor Parcel No. 670-130-016 located at Desert Memorial Park.
District Negotiators: District Manager Kathleen Jurasky and General Legal Counsel Steven B. Quintanilla
Negotiating Parties: AT&T and the Palm Springs Cemetery District
Under Negotiation: Proposed Lease's Rent and Payment Terms

15. CLOSED SESSION ANNOUNCEMENT

16. OPEN SESSION

17. ADJOURNMENT

**THIS AGENDA IS HEREBY CERTIFIED TO HAVE BEEN POSTED AT OR BEFORE 2:00 P.M.,
MONDAY, July 5, 2021**

Kathleen Jurasky, District Manager

**PALM SPRINGS CEMETERY DISTRICT
MINUTES
VIDEO TELECONFERENCE REGULAR
BOARD OF TRUSTEE MEETING**

DATE: June 10, 2021

TIME: 2:00 P.M.

PLACE: 31-705 Da Vall Drive, Cathedral City, California 92234

1. **CALL TO ORDER** The meeting was called to order by Chairperson Pye at 2:00 P.M.

2. **ROLL CALL**

Present: Jan M. Pye, Chairperson
William G. Kleindienst, Vice Chairperson
Tim M. Radigan-Brophy, Secretary
Lynn T. Mallotto, Treasurer.

Also, Present: Kathleen Jurasky, District Manager
Steven B. Quintanilla, Quintanilla & Associates

Trustee Pye requested that agenda item 6a be moved to follow Closed Session

3. **PUBLIC COMMENTS** Trustee Pye read the Public Comments Statement

Brad Anderson stated he resides in the city of Rancho Mirage, CA. Mr. Anderson expressed his concerns regarding the possibility of not being notified of special board meeting, and requested that he be placed on a notification list.

He stated his concerns regarding the correctness of the May 13, 2021 meeting minutes, and said he hopes the Board will not approve them.

He said he wants to comment on agenda item 6a when addressed, and that is it.

4. **CONFIRMATION OF AGENDA** Motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve the Agenda as presented. Motion carried; vote 4-0 Kleindienst, Mallotto, Pye and Radigan Brophy.

Trustee Pye asked District Manager Jurasky if NSF checks have increased due to COVID-19 job losses. District Manager Jurasky stated the district hasn't seen an increase, and in fact this one is the first NSF check in a few years. She reported the dollar amount is \$3,988.63, and staff has been in contact with the family to get it rectified.

5. **CONSENT CALENDAR** Motion was made by Trustee Kleindienst, second by Trustee Radigan-Brophy to approve the Consent Calendar as presented. Motion carried; roll call 4-0 Kleindienst, Mallotto, Pye and Radigan-Brophy.

Agenda item 6a was moved to follow closed session.

6. **ADMINISTRATIVE CALENDAR** b. **Authorized Signature List for Riverside County** District Manager Jurasky explained the purpose of the Authorized Signature List, and stated she would contact the Trustees to make arrangements for them to sign.

6. ADMINISTRATIVE CALENDAR - Continued

c. Review for Discussion and Approval – Allocation of Funds for 2021-2022 Development Projects District Manager Jurasky reviewed the development projects and costs. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Radigan-Brophy to approve the Allocation of Funds for 2021-2022 Development Projects. Motion carried; roll call 4-0 Kleindienst, Mallotto, Pye and Radigan-Brophy.

d. Review for Discussion and Approval - Future 2021-2024 Development Projects District Manager Jurasky reviewed the future development projects. Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Radigan-Brophy to approve the Future 2021-2024 Development Projects. Motion carried; roll call 4-0 Kleindienst, Mallotto, Pye and Radigan-Brophy.

e. Review for Discussion and Approval – 2021-2022 Schedule of Charges District Manager Jurasky reviewed the schedule of charges, explained which charges were increasing and why. Following a discussion motion was made by Trustee Kleindienst, seconded Mallotto to approve to the 2021-2022 Schedule of Charges. Motion carried; roll call 4-0 Kleindienst, Mallotto, Pye and Radigan-Brophy.

f. Review for Discussion and Approval – 2021-2022 Proposed Budget District Manager Jurasky reviewed the 2021-2022 proposed budget and explained the significant 2020-2021 increases to income and expenses was due to COVID-19 interments. She stated the 2021-2022 budget is reflective slight increases due to increases from vendors. Following a discussion motion was made by Trustee Kleindienst, seconded Mallotto to approve to the 2021-2022 Schedule of Charges. Motion carried; roll call 4-0 Kleindienst, Mallotto, Pye and Radigan-Brophy.

Following further discussion District Manager Jurasky and Trustee Mallotto will schedule a date and time to meet and discuss possible future increases in operational costs.

g. East 40 Acres Lease Agreement - Update No action taken

7. LEGISLATIVE **a. Resolution 5-2021, Transfer Interment Rights & Costs from PN to ACO & GF** Motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve Resolution 6-2020 transferring \$14,791.88 from PreNeed Fund, 51265 to the General Fund, 51270 and \$3,900.00 from PreNeed Fund, 51265 to Accumulative Capital Fund, 51275. Motion carried, roll call 4-0. Kleindienst, Mallotto, Pye and Radigan-Brophy.

b. Resolution 4-2021, 2021-2022 Budget Adoption Following a discussion motion was made by Trustee Kleindienst, seconded by Trustee Mallotto to approve Resolution 4-2021, 2021-2022 Budget Adoption. Motion carried, roll call 4-0. Kleindienst, Mallotto, Pye and Radigan-Brophy.

8. TRUSTEE SIGNATURES AND ATTORNEY District Manager Jurasky will contact Trustees and attorney to arrange for signature completion.

9. BOARD DEVELOPMENT – None

10. PUBLIC HEARING CALENDAR – None

11. COMMITTEE REPORTS Trustee Pye asked Trustee Kleindienst if the Palm Springs Historical Society had executed the license agreement. Trustee Kleindienst reported their last meeting didn't have a quorum, so they could not act. He stated it will be on their next agenda.

12. REPORTS a. **Trustee Report** Trustee Pye reported she had asked District Manager Jurasky to contact Supervisor Perez's office to find out if there are any considerations for a fifth PSCD board member appointment.

b. **District Manager 1. Grounds Man – Hire** District Manager Jurasky reported she had selected a new grounds man to hire, and she is waiting on the report for the background check.

2. **AMVET Post 66 Memorial Day Event at DMP** District Manager Jurasky reported the event was well attended, however some in attendance complained there wasn't any printed programs, and the event seemed to be focused on the 20th anniversary of the LGBTQ monument rather than Memorial Day.

13. FUTURE AGENDA ITEMS a. **Discussion in 2021/2022 Possible Cap on PSCD Monthly Employer Contribution for Employee Health Insurance Premiums** No action taken

b. **Postcard Survey Mailing to the Community to Determine Pre-Planning Needs** No action taken

c. **Marketing/Advertising** No action taken

d. **Review for Discussion and Possible Approval the Concept of Public Restrooms – Veteran Chapel** No action taken

e. **Lease Agreement Property Taxes January 2022** No action taken

f. **PSCD Master Plan Discussion – Desert Memorial Park**

Following a discussion regarding future agenda items District Manager Jurasky was directed to remove items 13d and 13f from future agendas.

14. CLOSED SESSION - READING OF THE SAFE HARBOR Safe Harbor language was read by attorney Steve Quintanilla. Convened into Closed Session at 2:29 P.M.

a. **Conference with Real Property Negotiators**

Property: Assessor Parcel No. 670-130-016 located at Desert Memorial Park

District Negotiators: District Manager Kathleen Jurasky and General Legal Counsel Steven B. Quintanilla

Negotiating Parties: AT&T and the Palm Springs Cemetery District

Under Negotiation: Proposed Lease's Rent and Payment Terms

Trustee Pye excused herself from the meeting after agenda item 14a was addressed due to a possible conflict of interest with item 14b.

b. **Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)**

Title: General Legal Counsel

Returned to Open Session at 3:30 P.M.

15. CLOSED SESSION ANNOUNCEMENT Attorney Quintanilla stated there are no reportable actions taken.

6. ADMINISTRATIVE CALENDAR - Continued - Agenda item 6b was moved to follow closed session

Trustee Pye asked if there are any public comments for agenda item 6b.

Brad Anderson stated he as a public citizen asked the Board at prior meetings to seek bids for legal counsel services, and he feels the Board is going to approve the agreement despite his opposition.

Mr. Anderson said the closed session item referred to legal counsel as an “employee”, and he is not.

b. Review for Discussion and Possible Approval General Legal Counsel Legal Services Agreement Attorney Quintanilla stated that under the Brown Act legal counsel is considered an employee for the purposes of closed session matters and labor negotiations. He stated before a motion can be made the terms of the agreement that are being considered must be read for the record.

He presented the proposed standard rates for General Services in place for other public agencies and for PSCD will be \$200.00 per hour for senior attorneys, \$185.00 per hour for junior attorneys, \$150.00 per hour for paralegals and \$75.00 per hour for law clerks. Also, rates for Litigation Services will be senior attorneys \$250.00 per hour, junior attorneys \$200.00 per hour, paralegals \$150.00 per hour and law clerks \$150.00 per hour. He stated the Districts will only be charged actual costs not time for all reimbursement of expenses without any mark-ups.

Trustee Pye acknowledged the typographical errors and stated they have now adverse effects on the contract, and she believes it is good agreement. Trustee Kleindienst concurred.

Following a discussion motion was made by Trustee Pye, seconded by Trustee Kleindienst to approve the General Legal Counsel Legal Services Agreement with typographical errors corrected. Motion carried; vote 4-0 Kleindienst, Malotto, Pye and Radigan Brophy.

16. OPEN SESSION

17. ADJOURNMENT Meeting was adjourned by Trustee Pye at 3:39 P.M. The next regular board meeting via ZOOM is scheduled for 2:00 P.M., Thursday, July 8, 2021.

DATE: _____

Tim Radigan-Brophy, Secretary

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jun 1, 2021 to Jun 29, 2021

Date	Check #	Line Description	Debit Amoun	Credit Amoun
6/1/21	23608	INV 236074 - MONTHLY LANDSCAPE MAINTENANCE FOR LESS TRION VASE DAMAGED BY MOWER (\$105.69) NISSHO OF CALIFORNIA, INC	24,594.31	24,594.31
6/1/21	23609	IN0413404 - HAZARDOUS WASTE PERMIT 7/01/21 - 6/30/22 COUNTY OF RIVERSIDE	1,376.00	1,376.00
6/1/21	23610	INV 63957 - (4) WHITE CREM VAULTS ASCO PACIFIC, INC.	273.74	273.74
6/1/21	23611	IN046698 - (6) #5 LINERS (3) #5 VAULTS WHITED CEMETERY SERVICE	1,689.00	1,689.00
6/1/21	23612	INV 366057 - MAINTENANCE MONITORING 06/01/2021 - 08/ INV 366217 - OFFICE MONTIORING 06/01/2021 - 08/31/2021 INV 365400 FIRE PROTECTION 06/01/2021 - 08/31/2021 DESERT ALARM INC	89.85 89.85 119.97	299.67
6/1/21	23613	INV 197 -FOR LEGAL SERVICES TENDERED MARCH 2021 QUINTANILLA & ASSOCIATES	705.00	705.00
6/1/21	23614	INV 1731595 - PAYMENT COUPONS (2500) SUPERIOR BUSINESS SOLUTIONS	351.96	351.96
6/1/21	23615	INV 01E0032777377 - BOTTLE WATER AND OTHER SUPPLI READY REFRESH	80.07	80.07
6/1/21	23616	IT0000004785 - PS FINANCIALS FOR APR 2021 IT0000004793 - DATA VPN FOR APR 2021 RIVERSIDE COUNTY INFORMATION TECHNOLOGY	133.98 4.66	138.64
6/1/21	23617	GROUNDS SUPERVISOR & OFFICE CELL PHONES FOR P SPRINT	130.80	130.80
6/1/21	23618	BURIAL RIGHT REPURCHASE B-32 #444 (RECEIPT 16591) BISERO LISICA	490.00	490.00
6/1/21	23619	REFUND FOR INTERMENT OF MARTIN KEARNS - CONTR DIFFERENCE BETWEEN WITNESS (PAID) AND DELIVERY ROBERT PALMER	100.00	100.00
6/1/21	23620	INV000000402981 - OFFICE WIRELESS FOR JUN 2021 ONE RING NETWORKS	200.00	200.00
6/1/21	23621	JUN 2021 PSCD EMPLOYEE VISION INSURANCE EXPENSE METLIFE GROUP BENEFITS	58.80	58.80
6/1/21	23622	CELL PHONE FOR DISTRICT MANAGER FOR PERIOD EN AT & T MOBILITY	182.67	182.67
6/1/21	23623	INV7988308 - MONTHLY PEST CONTROL FOR MAY 2021 WESTERN EXTERMINATOR	88.30	88.30
6/1/21	23624	KYOCERA COPIER CONTRACT MARLIN BUSINESS BANK	166.34	166.34
6/1/21	23625	TRASH SERVICE FOR JUN 2021 BURRTEC WASTE & RECYCLING SVCS	414.03	414.03

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jun 1, 2021 to Jun 29, 2021

Date	Check #	Line Description	Debit Amount	Credit Amount
6/7/21	23626	INV 4467469 - COURIER SERVICE ON 5/20/2021 GLS US	17.70	17.70
6/7/21	23627	INV 2106133 - SECURITY PATROL FOR JUNE 2021 MAXWELL SECURITY SERVICES, INC	725.00	725.00
6/7/21	23628	INV 64080 - (2) CASKET CARRIAGE WHEELS ASCO PACIFIC, INC.	117.07	117.07
6/7/21	23629	MONTHLY SERVICE FOR AMERICAS PLAZA FOUNTAIN - ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
6/7/21	23630	INV 2030201299 - (2) TIRES FOR UTILITY TRUCK PARKHOUSE TIRE, INC.	191.99	191.99
6/7/21	23631	INV 76181 - (28) OLEANDERS MACIAS NURSERY INC	661.58	661.58
6/7/21	23632	INV 620 - 2019-20 FINAL AUDIT BILLING (20%) RT DENNIS ACCOUNTANCY	1,580.00	1,580.00
6/9/21	23633	MONTHLY SERVICE FOR AMERICAS PLAZA FOUNTAIN - ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
6/9/21	23634	IN046885 - (1) #B VAULT; (1) #0 LINER; (12) #5 LINERS WHITED CEMETERY SERVICE	2,300.00	2,300.00
6/9/21	23635	INV 14418054 - IRRIGATION SYSTEM REPAIR SUPPLIES EWING IRRIGATION PRODUCTS, INC	147.71	147.71
6/9/21	23636	YELLOW PAGE ADVERTISING FOR MAY 2021 DEX YP	181.10	181.10
6/9/21	23637	WMC USAGE FOR JUNE 2021 DESERT WATER AGENCY	650.00	650.00
6/9/21	23638	JUN 2021 PSCD EMPLOYEE DENTAL INSURANCE EXPENS STANDARD INSURANCE COMPANY RB	463.80	463.80
6/11/21	23639	332245-850914 WELL REPLENISHMENT FOR MAY 2021 COACHELLA VALLEY WATER DIST	1,840.64	1,840.64
6/15/21	23640	INV 64138 - (12) TRION GRAY VASES ASCO PACIFIC, INC.	434.84	434.84
6/15/21	23641	OFFICE PHONES FOR PERIOD ENDING 07/06/2021 FRONTIER COMMUNICATIONS	389.99	389.99
6/15/21	23642	INV 253 - GENERAL LEGAL SERVICES RENDERED IN APR INV 254 - LEGAL SERVICES FOR PERSONNEL MATTERS I QUINTANILLA & ASSOCIATES	960.00 255.00	1,215.00
6/15/21	23643	INV-21-2939536 FIRE PERMIT 17-144144 FOR 2021 CATHEDRAL CITY POLICE DEPARTMENT	30.00	30.00
6/24/21	23644	INV 01F0032777377 - BOTTLE WATER & OTHER SUPPLIES READY REFRESH	8.70	8.70
6/24/21	23645	559831-884770 - FIRE PROTECTION FOR JUN 2021	86.99	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jun 1, 2021 to Jun 29, 2021

Date	Check #	Line Description	Debit Amoun	Credit Amoun
		559833-884768 - COMMERCIAL FOR JUN 2021	22.83	
		180819-512108 - BUSINESS FOR JUN 2021	17.68	
		COACHELLA VALLEY WATER DIST		127.50
6/24/21	23646	IN713141 - KYOCERA COPIER CONTRACT FOR PERIOD E IN713368 - WATER COOLER CONTRACT FOR PERIOD EN AIS	178.96 32.63	211.59
6/24/21	23647	IN047051 - (4) #5 LINERS; (4) #5 VAULTS; (1) #6 VAULT WHITED CEMETERY SERVICE	1,838.00	1,838.00
6/24/21	23648	MONTHLY SERVICE ON AMERICAS PLAZA FOUNTAIN F ELOY'S POOL SERVICE & REPAIRS	50.00	50.00
6/24/21	23649	IT0000004849 PS FINANCIALS FOR MAY 2021 IT0000004843 DATA VPN FOR MAY 2021 RIVERSIDE COUNTY INFORMATION TECHNOLOGY	63.80 4.66	68.46
6/25/21	23650	INTERMENT SITE REPURCHASE A-36 #291 (RECEIPT 2779 THE RALPH L SANFEDELE	1,050.00	1,050.00
6/25/21	23651	K JURASKY EXTRA HEALTH INSURANCE FOR PAY PERI COLONIAL LIFE	203.78	203.78
6/29/21	23652	INV 14545855 - IRRIGATION SYSTEM REPAIR SUPPLIES INVOICE AMOUNT OF \$79.06 LESS CREDIT FROM 2/02/202 EWING IRRIGATION PRODUCTS, INC	48.55	48.55
6/29/21	23653	JUNE 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FO JUNE 2021 EMPLOYEE 403B PAYABLE FOR K JURASKY INVESCO INVESTMENT SERVICES, INC	624.88 1,846.16	2,471.04
6/29/21	23654	JUNE 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FO FRANKLIN - TEMPLETON	244.02	244.02
6/29/21	23655	JUNE 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FO FRANKLIN - TEMPLETON	218.18	218.18
6/29/21	23656	JUNE 2021 PSCD EMPLOYEE RETIREMENT EXPENSE FO FRANKLIN - TEMPLETON	247.75	247.75
6/29/21	23657	INV 8286933 - PEST CONTROL FOR JUN 2021 WESTERN EXTERMINATOR	88.30	88.30
6/29/21	23658	INV 43016 - WMC IRRIGATION SYSTEM ELECTRICAL CI BRADLEY ELECTRIC, INC	828.75	828.75
6/29/21	23659	DISTRICT MANAGER CELL PHONE FOR PERIOD ENDING AT & T MOBILITY	175.46	175.46
6/29/21	23660	CELL PHONES FOR GROUND SUPERVISOR AND OFFICE SPRINT	130.80	130.80
6/10/21	CALPERS	JUN 2021 PSCD EMPLOYEE HEALTH INSURANCE EXPENS JUN 2021 PSCD RETIREE HEALTH INSURANCE EXPENSE CALPERS	4,958.71 1,146.49	6,105.20
6/25/21	DEBIT EDIS	8002601833 - WELL #4 FOR PERIOD 05/11/21 TO 06/09/21 8000493032 - ADMIN BLDG FOR PERIOD 05/12/21 TO 06/10/2	4,916.57 815.23	

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jun 1, 2021 to Jun 29, 2021

Date	Check #	Line Description	Debit Amount	Credit Amount
		8001545238 - DAVALL GATE FOR PERIOD 05/13/21 TO 06/13	23.35	
		8003526191 - WELL #2 FOR PERIOD 05/13/21 TO 06/13/21	348.45	
		8004476833 - WMC FOR PERIOD 05/13/21 TO 06/13/21	15.73	
		8004476833 - WMC DESERT COOMUNITY ENERGY FOR PE SO CAL EDISON	0.41	6,119.74
6/1/21	DEBIT KJ	MICHAELS - STICKS FOR BREAKABLE POTS SIGNS COMPANY DEBIT CARD	4.36	4.36
6/7/21	DEBIT KJ	ICLOUD: 200 GB STORAGE PLAN COMPANY DEBIT CARD	2.99	2.99
6/7/21	DEBIT KJ	GLOBAL TEST SUPPLY - EXTECH TG20 WIRE TRACER KI COMPANY DEBIT CARD	41.59	41.59
6/10/21	DEBIT KJ	USPS - POSTAGE STAMPS INCLUDING EXTRA OZ STAMP COMPANY DEBIT CARD	169.00	169.00
6/10/21	DEBIT KJ	ZOOM - STANDARD PRO ANNUAL THRU 6/9/2022 COMPANY DEBIT CARD	154.40	154.40
6/15/21	DEBIT KJ	BILLY REED'S - STAFF BIRTHDAY CAKE COMPANY DEBIT CARD	37.72	37.72
6/28/21	DEBIT KJ	AMAZON - EXTERNAL MICROPHONE FOR DISTRICT MA COMPANY DEBIT CARD	17.39	17.39
6/3/21	DEBIT KJ	INDEED - SEARCH FOR GROUNDSMAN COMPANY DEBIT CARD	197.00	197.00
6/7/21	DEBIT KJ	PALM SPRINGS CHAMBER - LUNCHEON COMPANY DEBIT CARD	70.00	70.00
6/4/21	EDD_TAX	SIT P/R 05/20/2021 TO 06/02/2021 PAID 06/04/2021	226.34	
		SDI P/R 05/20/2021 TO 06/02/2021 PAID 06/04/2021	114.33	
		EMPLOYMENT DEVELOPMENT DEPT		340.67
6/18/21	EDD_TAX	SIT P/R 06/03/2021 TO 06/16/2021 PAID 06/18/2021	222.29	
		SDI P/R 06/03/2021 TO 06/16/2021 PAID 06/18/2021	126.50	
		EMPLOYMENT DEVELOPMENT DEPT		348.79
6/4/21	EDD_TAXa	SUI P/R 05/20/2021 TO 06/02/2021 PAID 06/04/2021	18.53	
		EMPLOYMENT DEVELOPMENT DEPT		18.53
6/18/21	EDD_TAXa	SDI P/R 06/03/2021 TO 06/16/2021 PAID 06/18/2021	44.54	
		EMPLOYMENT DEVELOPMENT DEPT		44.54
6/4/21	EXPRESS_T	FIT P/R 05/20/2021 TO 06/02/2021 PAID 06/04/2021	778.05	
		SOCIAL SECURITY P/R 05/20/2021 TO 06/02/2021 PAID 06/0	1,181.49	
		MEDICARE P/R 05/20/2021 TO 06/02/2021 PAID 06/04/2021	276.31	
		BANK OF AMERICA		2,235.85
6/18/21	EXPRESS_T	FIT P/R 06/03/2021 TO 06/16/2021 PAID 06/18/2021	760.62	
		SOCIAL SECURITY P/R 06/03/2021 TO 06/16/2021 PAID 06/1	1,306.95	
		MEDICARE P/R 06/03/2021 TO 06/16/2021 PAID 06/18/2021	305.66	
		BANK OF AMERICA		2,373.23
6/4/21	FEES	P/R 05/20/2021 TO 06/02/2021 PAID 06/04/2021	71.53	
		CBIZ PAYROLL		71.53

PALM SPRINGS CEMETERY DIST
Cash Disbursements Journal
For the Period From Jun 1, 2021 to Jun 29, 2021

Date	Check #	Line Description	Debit Amoun	Credit Amoun
6/18/21	FEEES	P/R 06/03/2021 TO 06/16/2021 PAID 06/18/2021 CBIZ PAYROLL	88.74	88.74
	Total		<u>68,837.90</u>	<u>68,837.90</u>

**PALM SPRINGS CEMETERY DISTRICT
Payroll Disbursement Journal-General Fund
For June 2021**

Date	Reference	Employee	Amount
6/4/2021	5245	KATHLEEN JURASKY	2,615.00
6/4/2021	5246	STEPHANIE C. LOZANO	1,243.26
6/4/2021	5247	SCOTT W. VICKREY	1,403.47
6/4/2021	5248	EDGAR F. ARCHILA	1,472.77
6/18/2021	5254	KATHLEEN JURASKY	2,615.00
6/18/2021	5255	KATHLEEN JURASKY	400.00
6/18/2021	5256	STEPHANIE C. LOZANO	1,243.24
6/18/2021	5257	SCOTT W. VICKREY	1,389.51
6/18/2021	5258	EDGAR F. ARCHILA	1,375.83
6/18/2021	5259	WILLIAM G. KLEINDIENST	163.69
6/18/2021	5260	LYNN T. MALLOTTO	163.70
6/18/2021	5261	JAN M. PYE	163.70
6/18/2021	5262	TIM RADIGAN-BROPHY	163.70
6/1/21 thru 6/30/21			14,412.87

**GENERAL FUND, INVESTMENTS & ACO DISBURSEMENT RECAP
June 2021**

June Cash Disbursement Journal		68,837.90
June Payroll Disbursement Journal		14,412.87
TOTAL PSCD DISBURSEMENTS		<u>83,250.77</u>
TOTAL GENERAL FUND EXPENDITURES		<u>83,250.77</u>
June Payment Voucher # 1710	36,334.39	
June Payment Voucher # 1711	46,916.38	
Total Payment Vouchers		<u>83,250.77</u>
TOTAL ACO EXPENDITURES		<u>0.00</u>
PET CEMETERY DRAWDOWNS		<u>0.00</u>
Loan Amount:	25,000.00	
Current Balance Remaining:	15,000.00	
TOTAL May DISBURSEMENTS		<u>83,250.77</u>

**PALM SPRINGS CEMETERY DISTRICT
SITE SALES & INTERMENTS
June 2021**

SALES

	Prior Months		June		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult, C	279	0	36	0	315	0	123
Adult, A&B	15	0	0	0	15	0	31	0
Premium	37	0	5	0	42	0	72	0
Child	4	0	1	0	5	0	3	0
Cremation	36	0	0	0	36	0	24	0
Niche	43	0	5	0	48	0	24	0
TOTALS	414	0	47	0	461	0	277	0

LOT REPURCHASES

	Prior Months		June		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult	8	0	2	0	10	0	8
Cremation	0	0	0	0	0	0	0	1
Niche	0	0	0	0	0	0	3	0
TOTALS	8	0	2	0	10	0	11	1

TOTAL INTERMENTS

	Prior Months		June		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult	265	0	23	0	288	0	193
Child	4	0	1	0	5	0	5	0
Cremation	54	1	2	1	56	2	38	3
Niche	33	0	2	0	35	0	10	0
TOTALS	356	1	28	1	384	2	246	4

SATURDAY INTERMENTS

	Prior Months		June		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult	0	0	0	0	0	0	17
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	3	0
Niche	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	20	0

SUNDAY INTERMENTS

	Prior Months		June		FY 2020/2021 YTD Totals		FY 2019/2020 YTD Totals	
	DMP	WMC	DMP	WMC	DMP	WMC	DMP	WMC
	Adult	0	0	0	0	0	0	2
Child	0	0	0	0	0	0	0	0
Cremation	0	0	0	0	0	0	0	0
Niche	0	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	2	0

**PALM SPRINGS CEMETERY DIST
INCOME STATEMENT - GENERAL FUND
FOR THE TWELVE MONTHS ENDING JUNE 29, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
OPEN AND CLOSE	40,835.00	30,625.00	10,210.00	428,450.00	278,155.00	150,295.00
MISC SPECIAL SET-UP	0.00	0.00	0.00	225.00	1,425.00	(1,200.00)
RETURNED CHECK BANK CHARGE	0.00	0.00	0.00	90.00	30.00	60.00
INTEREST RECEIVED	1.75	0.86	0.89	25.63	37.31	(11.68)
LAND LEASE	5,730.53	5,656.98	73.55	68,766.36	67,883.87	882.49
MISC INCOME	0.00	0.00	0.00	535.00	0.00	535.00
CREDIT CARD CONVEN FEE	924.51	1,040.51	(116.00)	8,849.05	6,502.13	2,346.92
SAT INTERMENT SURCHARGE	0.00	0.00	0.00	0.00	16,200.00	(16,200.00)
SUN INTERMENT SURCHARGE	0.00	0.00	0.00	0.00	5,500.00	(5,500.00)
WITNESS GRAVE CLOSING	0.00	0.00	0.00	0.00	9,400.00	(9,400.00)
TAX COLLECTIONS	112,493.88	89,420.75	23,073.13	398,804.20	345,446.41	53,357.79
VAULTS	1,115.00	1,805.00	(690.00)	28,620.00	12,995.00	15,625.00
CREMATION VAULTS	270.00	175.00	95.00	5,530.00	3,775.00	1,755.00
PREMIUM VAULTS	0.00	0.00	0.00	0.00	530.00	(530.00)
LINERS	3,490.00	2,400.00	1,090.00	28,175.00	21,690.00	6,485.00
GRAVE VASES	1,800.00	555.00	1,245.00	14,156.35	8,427.10	5,729.25
MEMORIAL WALL INCOME	0.00	0.00	0.00	0.00	300.00	(300.00)
ENR SURCHARGE	8,480.00	7,040.00	1,440.00	70,210.00	45,480.00	24,730.00
LOT TRANSFERS	100.00	100.00	0.00	1,700.00	1,800.00	(100.00)
COUNTY INTEREST INCOME	125.07	337.12	(212.05)	666.85	871.43	(204.58)
DONATIONS & GRANTS	0.00	0.00	0.00	106.00	0.00	106.00
HANDLING FEE	11,860.00	10,795.00	1,065.00	139,680.00	92,705.00	46,975.00
PRENEED CONTRACT SERVICE CHG	700.00	500.00	200.00	13,000.00	7,500.00	5,500.00
VASE/HDS'N SET & CLEAN	6,980.00	4,065.00	2,915.00	64,815.00	46,855.00	17,960.00
TOTAL REVENUE	194,905.74	154,516.22	40,389.52	1,272,404.44	973,508.25	298,896.19
EXPENSES						
REGULAR SALARIES	19,507.78	16,871.20	2,636.58	260,548.92	273,861.73	(13,312.81)
BOT MEETING COMPENSATION	718.36	897.95	(179.59)	10,775.40	11,673.35	(897.95)
BOT CONFERENCES	0.00	0.00	0.00	0.00	2,519.00	(2,519.00)
BOT TRAVEL & EXPENSES	0.00	0.00	0.00	0.00	3,616.75	(3,616.75)
COVID-19 PAYROLL	0.00	5,032.33	(5,032.33)	4,921.29	20,799.48	(15,878.19)
RETIREMENT/PENSION	1,334.83	1,533.26	(198.43)	18,398.64	20,626.33	(2,227.69)
FICA	1,244.22	1,403.88	(159.66)	16,999.75	18,865.26	(1,865.51)
MEDICARE	290.99	328.33	(37.34)	3,975.76	4,412.05	(436.29)
EMPLOYEE GROUP INSURANCE	5,481.31	5,424.13	57.18	74,923.06	71,113.24	3,809.82
RETIREE GROUP INSURANCE	1,146.49	1,154.34	(7.85)	13,794.02	14,032.98	(238.96)
UNEMPLOYMENT INSURANCE	63.07	55.67	7.40	2,404.08	2,893.71	(489.63)
WORKERS COMP INSURANCE	562.27	583.54	(21.27)	6,732.33	6,903.41	(171.08)
ELECTRICITY	6,119.74	3,619.58	2,500.16	54,036.61	40,067.73	13,968.88
TELEPHONE	1,009.72	643.94	365.78	8,289.99	8,489.39	(199.40)
WATER	2,618.14	3,059.41	(441.27)	33,469.26	32,300.06	1,169.20
CAPC CONFERENCE DONATIONS	0.00	0.00	0.00	0.00	200.00	(200.00)
COMMUNITY OUTREACH	70.00	(50.00)	120.00	170.00	634.24	(464.24)
VISA-MASTER CHG FEES	839.14	1,495.76	(656.62)	9,221.06	10,703.44	(1,482.38)
COUNTY SERVICE CHARGE	207.10	122.73	84.37	1,366.79	1,198.36	168.43
GENERAL INSURANCE	2,189.99	1,632.60	557.39	26,280.32	19,591.53	6,688.79
LEGAL	1,920.00	2,664.00	(744.00)	16,444.00	11,428.00	5,016.00
LOT REPURCHASE	2,140.00	0.00	2,140.00	8,325.00	1,820.00	6,505.00
OFFICE EXPENSE	1,784.49	1,127.76	656.73	23,625.32	18,875.88	4,749.44
TRAVEL & CONVENTION	0.00	161.22	(161.22)	0.00	4,817.50	(4,817.50)
UNIFORMS & SAFETY EQUIPMENT	0.00	0.00	0.00	92.43	770.21	(677.78)
MTG EXP & SUPPLIES	0.00	80.00	(80.00)	103.31	614.39	(511.08)
AUDIT	1,580.00	0.00	1,580.00	7,900.00	6,750.00	1,150.00
ADVERTISING/PUBLICITY	181.10	174.20	6.90	2,512.01	4,289.90	(1,777.89)
MEMBERSHIP & DUES	0.00	0.00	0.00	6,285.00	5,650.38	634.62
AUTO TRUCK EXPENSE	0.00	0.00	0.00	9,262.28	0.00	9,262.28
LARGE EQUIPMENT REPAIRS	0.00	0.00	0.00	2,994.67	867.51	2,127.16
EQUIPMENT REPAIRS	0.00	0.00	0.00	112.18	0.00	112.18
IRRIGATION SYSTEM REPAIRS	196.26	0.00	196.26	8,337.05	3,532.11	4,804.94
FERTILIZER AND SEED	661.58	0.00	661.58	11,440.88	10,783.06	657.82
GASOLINE, OIL, TIRES	309.06	1,554.76	(1,245.70)	3,464.82	5,073.56	(1,608.74)
PLANT & BUILDING	3,095.35	2,501.66	593.69	14,350.21	20,968.45	(6,618.24)
TOOLS & SUPPLIES	41.59	19.85	21.74	1,082.61	662.98	419.63
GRAVE LINERS & VAULTS	6,100.74	1,980.00	4,120.74	61,081.78	39,421.80	21,659.98
GRAVE VASES	434.84	430.69	4.15	7,292.82	4,931.96	2,360.86
CONTRACT TREE/GARDEN MAINTNCE	24,594.31	24,700.00	(105.69)	270,793.52	220,097.55	50,695.97
CONTRACT BURIALS	0.00	0.00	0.00	0.00	6,095.00	(6,095.00)
SECURITY CAMERA EXPENSE	179.70	0.00	179.70	718.80	1,104.00	(385.20)
DMP GROUNDS SECURITY	725.00	725.00	0.00	8,700.00	8,700.00	0.00
COVID-19 EXPENSES	0.00	363.92	(363.92)	2,238.28	1,923.96	314.32
TOTAL EXPENSES	(87,347.17)	(80,291.71)	(7,055.46)	(1,013,464.25)	(943,680.24)	(69,784.01)
NET CHANGE FROM OPERATIONS	107,558.57	74,224.51	33,334.06	258,940.19	29,828.01	229,112.18
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	0.00	0.00	0.00	30,000.00	(30,000.00)
TOTAL OTHER REVENUE & EXPENSE	0.00	0.00	0.00	0.00	30,000.00	(30,000.00)
NET CHANGE	107,558.57	74,224.51	33,334.06	258,940.19	59,828.01	199,112.18

PALM SPRINGS CEMETERY DIST
ANNUAL BUDGET INCOME STATEMENT - GENERAL FUND
FOR THE TWELVE MONTHS ENDING JUNE 29, 2021

	PTD ACTUAL	PTD BUDGET	VARIANCE	YTD ACTUAL	ANNUAL BUDGET	VARIANCE
REVENUE						
OPEN AND CLOSE	40,835.00	24,756.00	16,079.00	428,450.00	297,050.00	131,400.00
MISC SPECIAL SET-UP	0.00	238.00	(238.00)	225.00	2,900.00	(2,675.00)
RETURNED CHECK BANK CHARGE	0.00	6.00	(6.00)	90.00	50.00	40.00
INTEREST RECEIVED	1.75	2.00	(0.25)	25.63	35.00	(9.37)
LAND LEASE	5,730.53	5,790.00	(59.47)	68,766.36	69,513.00	(746.64)
MISC INCOME	0.00	0.00	0.00	535.00	0.00	535.00
CREDIT CARD CONVEN FEE	924.51	707.00	217.51	8,849.05	8,550.00	299.05
LATE FEE	0.00	1,075.00	(1,075.00)	0.00	12,900.00	(12,900.00)
SAT INTERMENT SURCHARGE	0.00	1,637.00	(1,637.00)	0.00	19,600.00	(19,600.00)
SUN INTERMENT SURCHARGE	0.00	737.00	(737.00)	0.00	8,800.00	(8,800.00)
TAX COLLECTIONS	112,493.88	28,302.00	84,191.88	398,804.20	339,569.00	59,235.20
VAULTS	1,115.00	1,419.00	(304.00)	28,620.00	17,050.00	11,570.00
CREMATION VAULTS	270.00	0.00	270.00	5,530.00	0.00	5,530.00
LINERS	3,490.00	1,982.00	1,508.00	28,175.00	23,850.00	4,325.00
GRAVE VASES	1,800.00	734.00	1,066.00	14,156.35	8,775.00	5,381.35
MEMORIAL WALL INCOME	0.00	25.00	(25.00)	0.00	300.00	(300.00)
ENR SURCHARGE	8,480.00	3,559.00	4,921.00	70,210.00	42,730.00	27,480.00
LOT TRANSFERS	100.00	137.00	(37.00)	1,700.00	1,600.00	100.00
COUNTY INTEREST INCOME	125.07	40.00	85.07	666.85	491.00	175.85
DONATIONS & GRANTS	0.00	0.00	0.00	106.00	0.00	106.00
HANDLING FEE	11,860.00	7,847.00	4,013.00	139,680.00	94,175.00	45,505.00
PRENEED CONTRACT SERVICE CHG	700.00	663.00	37.00	13,000.00	8,000.00	5,000.00
VASE/HDSTN SET & CLEAN	6,980.00	3,826.00	3,154.00	64,815.00	45,890.00	18,925.00
TOTAL REVENUE	194,905.74	83,482.00	111,423.74	1,272,404.44	1,001,828.00	270,576.44
EXPENSES						
REGULAR SALARIES	19,507.78	23,683.00	(4,175.22)	260,548.92	284,141.00	(23,592.08)
BOT MEETING COMPENSATION	718.36	1,127.00	(408.64)	10,775.40	13,469.00	(2,693.60)
BOT CONFERENCES	0.00	212.00	(212.00)	0.00	2,500.00	(2,500.00)
BOT TRAVEL & EXPENSES	0.00	250.00	(250.00)	0.00	3,000.00	(3,000.00)
COVID-19 PAYROLL	0.00	2,087.00	(2,087.00)	4,921.29	25,000.00	(20,078.71)
TEMPORARY HELP	0.00	837.00	(837.00)	0.00	10,000.00	(10,000.00)
RETIREMENT/PENSION	1,334.83	1,722.00	(387.17)	18,398.64	20,675.00	(2,276.36)
FICA	1,244.22	1,595.00	(350.78)	16,999.75	19,140.00	(2,140.25)
MEDICARE	290.99	399.00	(108.01)	3,975.76	4,788.00	(812.24)
EMPLOYEE GROUP INSURANCE	5,481.31	5,715.00	(233.69)	74,923.06	68,536.00	6,387.06
RETIREE GROUP INSURANCE	1,146.49	1,088.00	58.49	13,794.02	13,056.00	738.02
UNEMPLOYMENT INSURANCE	63.07	282.00	(218.93)	2,404.08	3,395.00	(990.92)
WORKERS COMP INSURANCE	562.27	621.00	(58.73)	6,732.33	7,507.00	(774.67)
ELECTRICITY	6,119.74	3,913.00	2,206.74	54,036.61	47,000.00	7,036.61
TELEPHONE	1,009.72	663.00	346.72	8,289.99	8,000.00	289.99
WATER	2,618.14	2,913.00	(294.86)	33,469.26	35,000.00	(1,530.74)
COMMUNITY OUTREACH	70.00	125.00	(55.00)	170.00	1,500.00	(1,330.00)
VISA-MASTER CHG FEES	839.14	913.00	(73.86)	9,221.06	11,000.00	(1,778.94)
RETURNED CHECK	0.00	6.00	(6.00)	0.00	50.00	(50.00)
COUNTY SERVICE CHARGE	207.10	100.00	107.10	1,366.79	1,200.00	166.79
EDUCATION	0.00	37.00	(37.00)	0.00	400.00	(400.00)
GENERAL INSURANCE	2,189.99	2,190.00	(0.01)	26,280.32	26,280.00	0.32
LEGAL	1,920.00	837.00	1,083.00	16,444.00	10,000.00	6,444.00
LOT REPURCHASE	2,140.00	538.00	1,602.00	8,325.00	6,500.00	1,825.00
OFFICE EXPENSE	1,784.49	1,337.00	447.49	23,625.32	16,000.00	7,625.32
TRAVEL & CONVENTION	0.00	587.00	(587.00)	0.00	7,000.00	(7,000.00)
UNIFORMS & SAFETY EQUIPMENT	0.00	87.00	(87.00)	92.43	1,000.00	(907.57)
MTG EXP & SUPPLIES	0.00	50.00	(50.00)	103.31	600.00	(496.69)
CONTRIBUTIONS	0.00	13.00	(13.00)	0.00	200.00	(200.00)
AUDIT	1,580.00	687.00	893.00	7,900.00	8,200.00	(300.00)
ADVERTISING/PUBLICITY	181.10	413.00	(231.90)	2,512.01	5,000.00	(2,487.99)
MEMBERSHIP & DUES	0.00	469.00	(469.00)	6,285.00	5,650.00	635.00
AUTO TRUCK EXPENSE	0.00	100.00	(100.00)	9,262.28	1,200.00	8,062.28
LARGE EQUIPMENT REPAIRS	0.00	337.00	(337.00)	2,994.67	4,000.00	(1,005.33)
EQUIPMENT REPAIRS	0.00	56.00	(56.00)	112.18	650.00	(537.82)
IRRIGATION SYSTEM REPAIRS	196.26	587.00	(390.74)	8,337.05	7,000.00	1,337.05
FERTILIZER AND SEED	661.58	913.00	(251.42)	11,440.88	11,000.00	440.88
GASOLINE, OIL, TIRES	309.06	413.00	(103.94)	3,464.82	5,000.00	(1,535.18)
PLANT & BUILDING	3,095.35	1,837.00	1,258.35	14,350.21	22,000.00	(7,649.79)
ROAD MAINTENANCE	0.00	163.00	(163.00)	0.00	2,000.00	(2,000.00)
TOOLS & SUPPLIES	41.59	125.00	(83.41)	1,082.61	1,500.00	(417.39)
GRAVE LINERS & VAULTS	6,100.74	3,212.00	2,888.74	61,081.78	38,500.00	22,581.78
GRAVE VASES	434.84	375.00	59.84	7,292.82	4,500.00	2,792.82
CONTRACT TREE/GARDEN MAINTNCE	24,594.31	24,700.00	(105.69)	270,793.52	296,400.00	(25,606.48)
CONTRACT BURIALS	0.00	587.00	(587.00)	0.00	7,000.00	(7,000.00)
SECURITY CAMERA EXPENSE	179.70	163.00	16.70	718.80	2,000.00	(1,281.20)
DMP GROUNDS SECURITY	725.00	725.00	0.00	8,700.00	8,700.00	0.00
COVID-19 EXPENSES	0.00	163.00	(163.00)	2,238.28	2,000.00	238.28
TOTAL EXPENSES	87,347.17	89,952.00	(2,604.83)	1,013,464.25	1,079,237.00	(65,772.75)
NET CHANGE FROM OPERATIONS	107,558.57	(6,470.00)	114,028.57	258,940.19	(77,409.00)	336,349.19
OTHER REVENUE & EXPENSE						
RESERVES TRANSFERRED IN	0.00	8,133.00	(8,133.00)	0.00	97,409.00	(97,409.00)
OTHER EXPENSE APPROP CONTING	0.00	(1,663.00)	1,663.00	0.00	(20,000.00)	20,000.00
NET CHANGE	107,558.57	0.00	107,558.57	258,940.19	0.00	258,940.19

**ACCUMULATIVE CAPITAL OUTLAY
INCOME STATEMENT
FOR THE TWELVE MONTHS ENDING JUNE 29, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
BURIAL RIGHT SALES	0.00	19,345.00	(19,345.00)	355,905.00	239,750.00	116,155.00
CURRENT INTEREST & DIVIDENDS	8,257.81	2,692.08	5,565.73	25,186.11	20,985.40	4,200.71
COUNTY INTEREST INCOME	527.61	1,397.94	(870.33)	3,280.19	6,570.80	(3,290.61)
DONATIONS & GRANTS	0.00	0.00	0.00	0.00	54,000.00	(54,000.00)
GAIN/INVEST FAIR VALUE INCREAS	1,633.87	3,460.92	(1,827.05)	(16,344.17)	71,075.48	(87,419.65)
TOTAL REVENUE	10,419.29	26,895.94	(16,476.65)	368,027.13	392,381.68	(24,354.55)
	10,419.29	26,895.94	(16,476.65)	368,027.13	392,381.68	(24,354.55)
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	8,278.10	4,932.00	3,346.10
COUNTY SERVICE CHARGE	0.00	0.00	0.00	5.27	4.08	1.19
TOTAL EXPENSES	0.00	0.00	0.00	(8,283.37)	(4,936.08)	(3,347.29)
NET CHANGE FROM OPERATIONS	10,419.29	26,895.94	(16,476.65)	359,743.76	387,445.60	(27,701.84)
OTHER REVENUE & EXPENSE						
REVENUE TRANSFERRED IN	0.00	(4,275.00)	4,275.00	(20,640.00)	(20,410.00)	(230.00)
REVENUE TRANSFER OUT	0.00	0.00	0.00	0.00	30,000.00	(30,000.00)
TOTAL OTHER REVENUE & EXPENSE	0.00	(4,275.00)	4,275.00	(20,640.00)	9,590.00	(30,230.00)
NET CHANGE	10,419.29	31,170.94	(20,751.65)	380,383.76	377,855.60	2,528.16

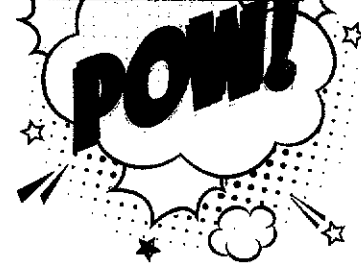
**ENDOWMENT CARE FUND
INCOME STATEMENT
FOR THE TWELVE MONTHS ENDING JUNE 29, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
WMC ENDOWMENT CARE	0.00	0.00	0.00	60.00	1,990.00	(1,930.00)
ENDOWMENT CARE DEPOSITS	0.00	10,552.00	(10,552.00)	264,378.04	182,036.50	82,341.54
CURRENT INTEREST & DIVIDENDS	14,334.19	5,349.71	8,984.48	52,623.36	93,094.83	(40,471.47)
COUNTY INTEREST INCOME	429.53	1,399.06	(969.53)	2,843.86	5,657.64	(2,813.78)
GAIN/LOSS INVESTMENT FMV	(6,740.97)	2,914.89	(9,655.86)	(30,210.13)	37,533.89	(67,744.02)
TOTAL REVENUE	8,022.75	20,215.66	(12,192.91)	289,695.13	320,312.86	(30,617.73)
EXPENSES						
INVESTMENT ADVISOR FEES	0.00	0.00	0.00	29,193.27	35,935.93	(6,742.66)
TOTAL EXPENSES	0.00	0.00	0.00	29,193.27	35,935.93	(6,742.66)
NET CHANGE	8,022.75	20,215.66	(12,192.91)	260,501.86	284,376.93	(23,875.07)

**PRENEED FUND
INCOME STATEMENT
FOR THE TWELVE MONTHS ENDING JUNE 29, 2021**

	PTD ACTUAL	PTD PRIOR YEAR	VARIANCE	YTD ACTUAL	YTD PRIOR YEAR	VARIANCE
REVENUE						
CURRENT SALES	0.00	9,022.82	(9,022.82)	149,298.03	130,465.39	18,832.64
CURRENT DEFERRED REVENUE	0.00	2,046.62	(2,046.62)	75,542.07	90,490.26	(14,948.19)
CURRENT INTEREST & DIVIDENDS	10,950.04	4,679.81	6,270.23	38,873.15	39,904.35	(1,031.20)
COUNTY INTEREST INCOME	306.95	1,150.05	(843.10)	2,187.32	4,693.83	(2,506.51)
GAIN/INVEST FAIR VALUE INCREAS	1,071.07	3,341.80	(2,270.73)	(28,115.15)	103,513.10	(131,628.25)
TOTAL REVENUE	12,328.06	20,241.10	(7,913.04)	237,785.42	369,066.93	(131,281.51)
EXPENSES						
INVESTMENT FEES	0.00	0.00	0.00	10,168.74	9,716.33	452.41
LOSS ON TRANSFER (INTER COSTS)	0.00	1,900.34	(1,900.34)	9,190.71	8,018.57	1,172.14
SALES TRANSFR OUT (PRIOR YR)	0.00	4,275.00	(4,275.00)	20,640.00	23,410.00	(2,770.00)
TOTAL EXPENSES	0.00	6,175.34	(6,175.34)	39,999.45	41,144.90	(1,145.45)
NET CHANGE	12,328.06	14,065.76	(1,737.70)	197,785.97	327,922.03	(130,136.06)

**PRE-CONFERENCE
PROGRAM EVENTS TO
HELP YOU POWER UP!**



PRE-CONFERENCE PROGRAM EVENTS

MONDAY, AUGUST 30, 2021

9:00 a.m. – 3:30 p.m.

[Pre-Conference Workshops]

**Special District Leadership Academy Module 1:
Governance Foundations***

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

So, You Want to Be a General Manager? *

This is a practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles, and skill sets of a general manager; identifying general manager opportunities; developing positive relations with the board, staff, and peer agency executives; and leadership best practices.

10:00 a.m.

SDLF Scramble for Scholarships

Golf Tournament*

Pacific Grove Golf Links

12:30 – 3:30 p.m.

[Pre-Conference Workshop]

**The Board and General Manager Working
Together to Optimize the District – a 5-Step
Program for Assuring Optimal Performance***

Optimizing district performance is always a goal. The five systematic steps that will be presented in detail are:

- a frank assessment of district position, status and outlook
- a realistic look at communications between the board and general manager
- an honest appraisal of the third rails of your organizational model
- policies that support best practices
- clearly setting the organizational vector

The instructor will use in-class exercises and assessment tools for each step for assessment purposes. Come prepared to have open dialogue about how to get and keep your district performing at the highest levels.

1:30 – 3:30 p.m.

**Certified Special District Manager (CSDM) Exam,
Special District Leadership Foundation (Optional)**

3:45 – 5:15 p.m.

**Chapter Roundtable Discussion (Optional, no fee,
must be attending annual conference)**

**Separate registration and payment required. Space is limited and on a first-come, first-served basis.*



5:15 - 7:30 P.M. [MONDAY]

CONFERENCE OFFICIALLY

BEGINS

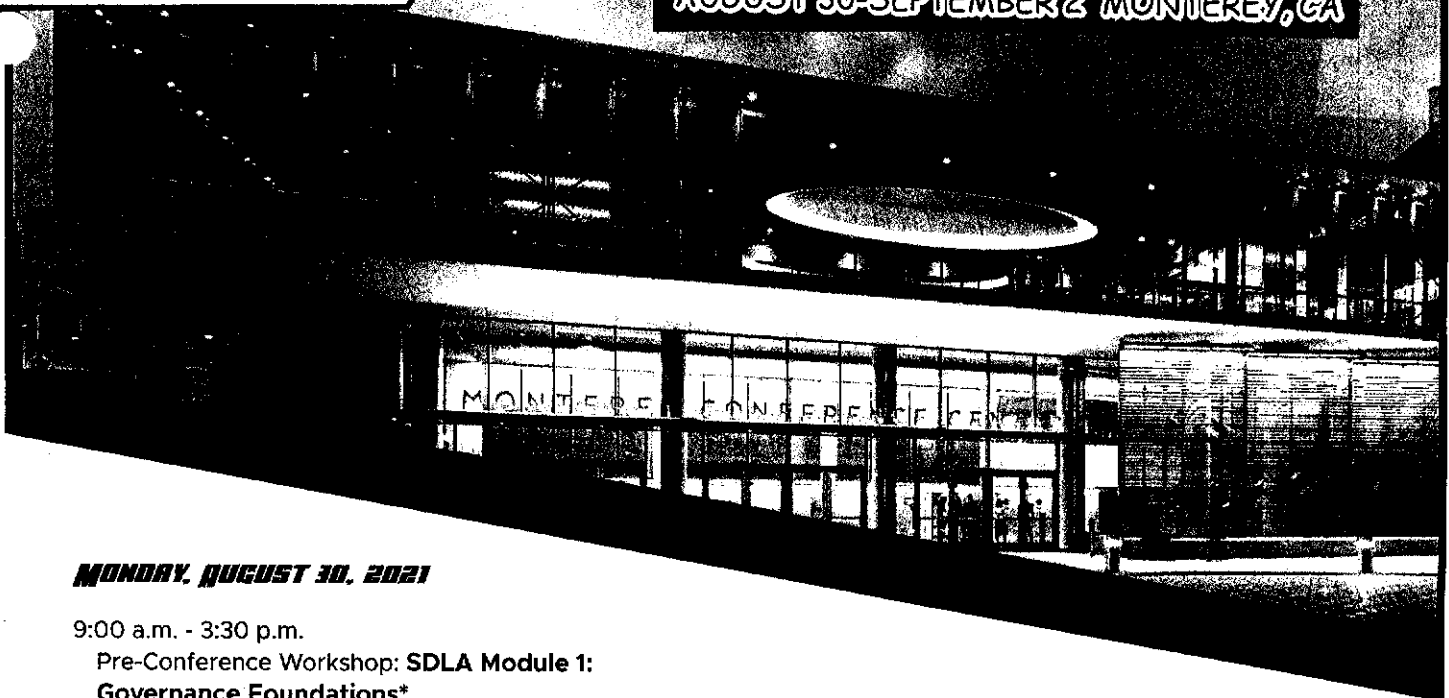


**President's
Reception with
the Exhibitors**

ALL REGISTERED ATTENDEES WELCOME

NEW CONFERENCE CENTER

**2021 CSDA ANNUAL CONFERENCE
& EXHIBITOR SHOWCASE
AUGUST 30-SEPTEMBER 2 MONTEREY, CA**



MONDAY, AUGUST 30, 2021

- 9:00 a.m. - 3:30 p.m.
Pre-Conference Workshop: **SDLA Module 1: Governance Foundations***
- Pre-Conference Workshop: **So, You Want to Be a General Manager?***
- 10:00 a.m.
SDLF Scramble for Scholarships Golf Tournament*
- 12:30 - 3:30 p.m.
Pre-Conference Workshop: **The Board and GM Working Together to Optimize the District***
- 1:30 - 3:30 p.m.
Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation*
- 3:45 - 5:15 p.m.
Chapter Roundtable Discussion
- 5:15 - 7:30 p.m.
**Conference Begins!
President's Reception with the Exhibitors**

.....
TUESDAY, AUGUST 31, 2021

- 7:30 - 8:30 a.m.
Continental Breakfast with the Exhibitors
- 8:45 - 10:45 a.m.
Opening General Session: Kevin Brown
- 11:00 a.m. - 12:00 p.m.
Breakout Sessions
- 12:15 - 1:30 p.m.
Lunch with the Exhibitors
- 1:45 - 3:00 p.m.
Breakout Sessions

TUESDAY CONT...

- 3:45 - 4:45 p.m.
Breakout Sessions
- 5:00 - 6:30 p.m.
Mix & Mingle in the Exhibit Hall
-
WEDNESDAY, SEPTEMBER 1, 2021
- 8:00 - 10:30 a.m.
SDRMA Full Plated Breakfast and Keynote Speaker: Jason Hewlett
- 10:45 a.m. - 12:00 p.m.
Breakout Sessions
- 12:15 - 1:45 p.m.
Legislative Update Luncheon
- 2:00 - 3:15 p.m.
Breakout Sessions

- 3:30 - 5:00 p.m.
Breakout Sessions

- 6:00 - 9:00 p.m.
SDLF Taste of the City

.....
THURSDAY, SEPTEMBER 2, 2021

- 8:00 - 10:00 a.m.
CSDA Closing Breakfast

** = optional, advanced registration, additional fee*



2021 CSDA ANNUAL CONFERENCE ATTENDEE REGISTRATION FORM

one form per attendee, please print

**PLEASE PRINT & INCLUDE
FORM WITH PAYMENT.**

Three Ways to Register:

1. REGISTER ONLINE by visiting the CSDA Annual Conference website at conference.csdanet.net.
2. REGISTER BY FAX your registration form to 916-520-2465. All faxed forms must include payment.
3. REGISTER BY MAIL to CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Check made payable to: California Special Districts Association.

Not sure if you are a member?

Not sure if you are a member? Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the benefits of membership, contact Member Services Director Cassandra Strawn at cassandras@csda.net or call toll-free 877-924-2732.

Full conference registration fee includes:

- » President's Reception with the Exhibitors Monday
- » Keynote Sessions
- » Continental Breakfast with the Exhibitors on Tuesday morning
- » Lunch with the Exhibitors on Tuesday
- » Mix and Mingle in the Exhibit Hall on Tuesday
- » SDRMA Full Plated Breakfast on Wednesday
- » Legislative Update Luncheon on Wednesday
- » All Breakout Sessions on Tuesday and Wednesday
- » Taste of the City Reception on Wednesday
- » Closing Breakfast on Thursday

Full conference GUEST registration includes all meal functions.

Name:		Title:		
District:				
Address:				
City:		State:	Zip:	
Phone:		Fax:		
Email:		Website:		
Member status: <input type="checkbox"/> Member <input type="checkbox"/> Non-member				
Special Needs (include dietary):				
Emergency Contact:				
Would you prefer to opt out of exhibitor or sponsor emails? <input type="checkbox"/> Yes <input type="checkbox"/> No				
CONFERENCE REGISTRATION FEES		EARLY BIRD (ON/BEFORE JULY 30, 2021)	REGULAR (AFTER JULY 30, 2021)	SUBTOTAL
<input type="checkbox"/> CSDA Member - Full Conference		\$625.00	\$675.00	
<input type="checkbox"/> Non-member - Full Conference		\$940.00	\$1015.00	
<input type="checkbox"/> Guest of a Member - Full Conference (Cannot be from a district/co.) <input type="checkbox"/> Vegetarian		\$300.00	\$325.00	
<input type="checkbox"/> Guest of a Non-member - Full Conference (Cannot be from a district/co.) <input type="checkbox"/> Vegetarian		\$450.00	\$485.00	
<input type="checkbox"/> CSDA Member - One-day registration <input type="checkbox"/> Tues. <input type="checkbox"/> Wed. <input type="checkbox"/> Thurs.		\$350.00 each day	\$375.00 each day	
<input type="checkbox"/> Non-member - One-day registration <input type="checkbox"/> Tues. <input type="checkbox"/> Wed. <input type="checkbox"/> Thurs.		\$510.00 each day	\$565.00 each day	
SEPARATE REGISTRATION FEES		CSDA MEMBER	NON-MEMBER	SUBTOTAL
<input type="checkbox"/> Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Aug. 30		\$225.00	\$340.00	
<input type="checkbox"/> Pre-Conference Workshop: So You Want to be a General Manager? - Aug. 30		\$100.00	\$100.00	
<input type="checkbox"/> Pre-Conference Workshop: The Board and GM Working Together... - Aug. 30		\$150.00	\$225.00	
<input type="checkbox"/> SDLF Scramble for Scholarships Golf Tournament - Aug. 30		\$105.00 (includes lunch)		
<input type="checkbox"/> Taste of the City Reception (Guests only) - Aug. 30		\$ 65.00 CSDA Member Guest	\$ 98.00 Non-member Guest	
TOTAL				
Payment type: <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover				
Account name:		Account Number:		
Expiration date:		Authorized Signature:		

Cancellations/Substitution Policy: Cancellations must be in writing and received by CSDA no later than Friday, August 13, 2021. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after August 13, 2021. Substitutions are acceptable and must be done in writing no later than August 20, 2021 at 5:00 p.m. Please submit any cancellation notice or substitution request to meganh@csda.net or fax to 916-520-2465.

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

Anti-Discrimination and Harassment Policy: CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csdanet.net/about-csda/who-we-are.

California Association of Public Cemeteries

Presents the
CAPC
Annual
Education Seminar
Friday, October 8, 2021



Area Meeting
Saturday, October 9, 2021

Embassy Suites San Luis Obispo
333 Madona Rd.
San Luis Obispo, CA 93405

Registration Form

“Public Cemetery District
Annual Education Seminar & Area Meeting”
Friday, October 8, & Saturday, October 9, 2021

Name _____ Position _____
District _____
Address _____
City/State/Zip _____
Telephone _____ Fax _____
First time attendee at CAPC event, Yes _____ No _____
Guest _____

Friday, October 8, 2021

Education Seminar Registration Fee....

CAPC Members \$ 148.00/ Non-Members \$ 198.00 \$ _____
(Includes Friday Lunch Buffet: Hand Cut Carne Asada, Marinated Grilled Chicken Breast, Corn/Flour Tortillas, Rice/Beans, Sour Cream, Chips, Guacamole, Salsa, Assorted Cookies & Red Velvet Cake.)

_____ Guest Buffet Lunch @ \$ 48.00 each \$ _____
*Special Need: _____ Vegetarian Lunch

Saturday, October 9, 2021

Area Meeting Registration Fee....

CAPC Members \$ 146.00/ Non-Members \$ 196.00 \$ _____
(Includes Saturday Lunch Buffet: Rosemary & Garlic Grilled Chicken Breast, House made Meatloaf, Roasted Garlic Mashers, Seasonal Veggies, Garlic Bread, Farmer’s Market mixed Salad, Cheesecake & Chocolate Cake.)

_____ Guest Buffet Lunch @ \$ 46.00 each \$ _____
*Special Need: _____ Vegetarian Lunch Total Enclosed: \$ _____

Please complete separate registration for each attendee and return with payment no later than Friday, September 10, 2021.

To: CAPC
P.O. Box 119
San Jacinto, CA 92581
Telephone: (888) 344-9858
Fax: (951) 652-3643

No refunds for cancellations received after September 10, 2021. Scholarship Applications to attend the seminar are being accepted from CAPC member districts until Tuesday, August 17, 2021.

California Association of Public Cemeteries
 Annual Education Seminar & Area Meeting
 Embassy Suites San Luis Obispo
 San Luis Obispo, California

Education Seminar

Thursday, October 7, 2021

4:30 p.m. Registration

4:30-6:00 p.m. Hotel Managers Reception

Dinner on Your Own

Friday, October 8, 2021

6:30-8:00 a.m. Breakfast Buffet for Registered Attendees

7:00 a.m. Meeting Registration

8:00 a.m. Welcome and Program Introduction

8:15 a.m. **Featured Cemetery: Auburn Cemetery District, Presented By:** Terry Cooney, Trustee

8:30 a.m. **"Governance Foundations", Presented By:** David Aranda from Community Service District

10:30 a.m. Break

10:45 a.m. **"Governance Foundations", Presented By:** David Aranda from Community Service District

Noon: Lunch

1:20 p.m. Drawing

1:30 p.m. **"Governance Foundations", Presented By:** David Aranda from Community Service District
 Adjourn

4:00 p.m.

4:20 p.m. CAPC Board of Directors Meeting

Dinner on Your Own

Area Meeting

Saturday, October 9, 2021

7:00-8:30 a.m. Breakfast Buffet for Registered Attendees

7:00 a.m. Meeting Registration

8:30 a.m. Split Sessions:

Trustees Discussion Group, Facilitated By: Robert Allen, Trustee, Selma Cemetery District
Managers/Secretaries Discussion Group, Facilitated By: Robin Ogata, District Manager, Alta Cemetery District

10:30 a.m. Break

10:50 a.m. Recap of Discussion Groups

11:00 a.m. **"Whether to 1099 or W2 your Trustees, & Providing Trustees Health Insurance", Presented By:** Mark Velasquez from Best Best & Krieger

Noon: Lunch

1:20 p.m. Drawing

1:30 p.m. **"Harassment Prevention Training", Presented By:** Karen O'Neil from Kirk & Simas

3:30 p.m. Adjourn

Dinner on Your Own

WHO SHOULD ATTEND:

Public Cemetery District Trustees, Managers, Secretaries and Key Employees

Education Seminar

GOVERNANCE FOUNDATIONS

California Special Districts Association "Special District Governance Academy" "Governance Foundations"

The four courses represent the core set of knowledge created and accepted by the special district community, and encompass everything trustees & management need to know about:

1. Governance Foundations
2. Setting Direction and Community Leadership
3. The Board's Role in Finance and Fiscal Accountability
4. The Board's Role in Human Resources

This first module serves as the "foundation" for the series on effective governance of special districts. This course focuses on the three critical dimensions of governance:

- Special District Trustees as Policy Leaders
- The Effective Special District Board
- The Board's Responsibilities and Roles in Special Districts

The central part of this course, the Effective Special District Board, will focus on the four essential steps leading to effective governance for special districts.

Trustees will learn how to:

- Develop a unity of purpose on their board
- Understand and work within the board's role in the district
- A strong, positive operational culture on the board
- Organize the formal structure of the board

Area Meeting

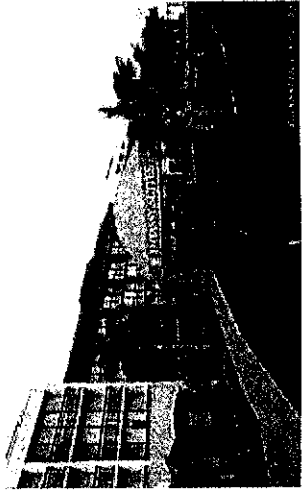
Problem Solving:

- Enjoy the fellowship and share knowledge with other cemeterians from all areas of the state.
- Participate in discussion of operational problems common to public cemetery districts.
- Bring your questions and participate in group discussions of cemetery district problems and concerns.
- **Whether to 1099 or W2 your Trustees, and Providing Trustees Health Insurance:** Mark Velasquez, from BB&K will discuss the pros and cons of issuing District Trustees a 1099 versus a W2 for their stipends. The presentation will also cover the availability of a District to provide their Trustees Health Insurance, and the related requirements that go along with providing such insurance.
- **Harassment Prevention Training:** Karen O'Neil, from Kirk & Sims brings current harassment prevention information essential for meeting Federal and State laws.

Location: The education seminar and area meeting will be held at the: **Embassy Suite San Luis Obispo, San Luis Obispo, CA.**

For hotel accommodations call the hotel directly @ 1-805-549-0800 and follow the prompts to reservations and then identify yourself as being part of "California Association of Public Cemeteries".

- A special room rate of \$ 214.89 (Tax included) has been obtained for CAPC participants. Mention Group Code **XPP**.
- Check in-time is 4:00 p.m. and check-out time is 11:00 a.m.
- Free high speed wireless internet in meeting rooms and registered guest rooms.
- Free overnight parking is available.



Make your hotel reservations today!

**Deadline for hotel reservations is
Tuesday, September 7, 2021**